



## COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS  
Room 372, Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012  
(213) 974-1465 or (213) 974-1431  
Website: <http://sbc.lacounty.gov>

FOUNDER  
Mrs. Sybil Brand

CHAIRPERSON  
Mrs. Eleanor R. Montañó

VICE CHAIRPERSON  
Mrs. Helen H. Stathatos

Mr. Frank S. Bacio  
Mr. Vito Cannella  
Ms. Rita Hall  
Mr. John A. Hammargren  
Mr. Carl E. Moore

### **MINUTES OF THE** **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **REGULAR WEEKLY MEETING** **OCTOBER 17, 2007**

#### **CALL TO ORDER**

Chair Montañó called the meeting to order at 10:03 a.m.

#### **OPENING CEREMONIES**

Chair Montañó led the Pledge of Allegiance followed by a moment of silence.

#### **ATTENDANCE**

##### Present

Chair Eleanor R. Montañó  
Vice Chair Helen Stathatos  
Frank Bacio  
Vito Cannella  
Rita Hall  
Carl E. Moore

##### Excused Absences

John Hammargren

##### Others Present

Janice Davis, Commission Services Staff  
Andrew Sevrin, Commission Services Staff  
Garen Khachian, Commission Services Staff

#### **APPROVAL OF OCTOBER 10, 2007 MEETING MINUTES**

On motion of Commissioner Cannella, seconded by Commissioner Hall, and unanimously carried, the minutes of October 10, 2007 were approved, with the following changes:

- On page 3, San Dimas Sheriff Station, change: *“excellent”* condition to *“satisfactory”* condition...

- On page 4, under adjournment after Peggy Spears, add: *“the wife of retired Chief Curtis Spears of the Los Angeles County Sheriff’s Department”...*

Commissioner Moore joined the meeting at 10:08 a.m.

### **CHAIR’S REPORT**

Chair Montaña gave the following reports:

- The Disability Commission’s 16<sup>th</sup> Annual Access Awards Luncheon was held on October 15, 2007, at the New Otani Hotel and Garden in Downtown Los Angeles. The Commission Services staff was praised for their excellent work.
- The 2007 Annual Group Home Conference entitled “Footsteps Toward Independence” Training Conference was held on October 11 and 12, 2007 at the Marriott Warner Center. It was a very worthwhile, informative, and interesting conference.

### **TREASURER’S REPORT**

Commissioner Bacio reported the current balance of the Commission’s Charitable Fund is \$814.08.

### **STAFF REPORT**

Ms. Janice Davis, Staff, Commission Services gave the following reports:

- Personalized cards with a holiday music CD and imprinted with the Sybil Brand Commission name will be ordered. The CD cards will be provided to guests attending the holiday reception at the cost of \$328.76 for 175 cards.
- The Commission will be attending mandatory trainings on Sexual Harassment and Cultural Diversity scheduled on January 16, 2008 in the Kenneth Hahn Hall of Administration.

### **CORRESPONDENCE**

- An invitation was received to the “Grand Opening Celebration of Phoenix House New Outpatient Program”, to be held on Thursday, November 15, 2007 from 5:00 p.m. to 7:00 p.m. in Lake View Terrace.
- A copy of the Department of Public Works’ 2005-2007 Biennial report was received.

### **2008 SYBIL BRAND COMMISSION MEETING SCHEDULE**

The Commission reviewed, discussed, and approved the 2008 Sybil Brand Commission Meeting Schedule. The schedule will be provided to the Sybil Brand Commission Representatives at the Quarterly Roundtable Meeting on October 24, 2007.

**FACILITY INSPECTION REPORTS FROM OCTOBER 10 TO OCTOBER 16, 2007**

**McKinley Children's Center – 40, #2 – Commissioner Stathatos**

The facility was visited on October 4, 2007 and found to be in excellent condition.

**David and Margaret Home – 15, #3– Commissioners Stathatos**

The facility was visited on October 9, 2007 and found to be in excellent condition.

**Zenith Youth Home/A-W Friendship Homes – 66, #5 – Commissioners Bacio, Hall and Moore**

The facility was visited on October 11, 2007 and found to be in unsatisfactory condition; the home will be revisited for compliance with the recommended corrective action plans in 45 days.

**Areas of Concern:** Drills need to be conducted monthly and documented; evacuation plan and menu needs to be posted; needs new plates and utensils; security bar needs repair in the bedroom; bedrooms need general cleaning; beds need new sheets and spreads; bathroom needs a door; crawl space in rear of the house needs to be covered; bedroom closet needs to be organized; freezer needs to be cleaned inside and out; food storage cabinets are filthy and need cleaning and sanitizing; floor furnace needs to be replaced; general cleaning of the home needed; need to hire a handyman at job site.

**Counseling and Research Associate/Masada Home – 13, #2 – Commissioners Bacio and Hall**

The facility was visited on October 16, 2007 and found to be in satisfactory condition.

**Areas of Concern:** The tub in bathroom #2 needs to be cleaned; two (2) fire extinguishers need to be serviced; the batteries on two (2) smoke detectors need to be replaced.

**Dangerfield Group Home – 14, #1 – Commissioner Montaña**

The facility was visited on October 16, 2007, and no one was home.

**NEW BUSINESS/ANNOUNCEMENTS**

There was none.

**MATTERS NOT ON THE AGENDA (To be presented and placed on a future agenda)**

There was none.

**ADJOURNMENT**

There being no further business, Chair Montaña adjourned the meeting at 11:20 a.m.

Respectfully submitted,

*Janice Davis*  
Commission Services Division